

**Members Present:** Sloan, Kent, Petty

**Absent:**

**Others Present:** Mayor Nelson, Adm. Bradley, Clerk Zeman, W. Peterson, T. Pinion

**Call to Order** –Ald. Sloan called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Kent to approve the minutes of June 8, 2021. Motion carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council for approval of the accounts payable for **\$580,210.73**. Motion carried unanimously.
- b) **Sanitary Sewer Fee Changes** – W. Peterson explained that the “Reserve Capacity Assessment” is a fee charged for new properties connecting to the sewer. Because this rate has not changed since 1991, he is proposing an increase from the current fee of \$450 per residential equivalent unit to \$650 per residential equivalent unit. This is currently what is being charged to the Sanitary District when they connect a property. Moved by Petty, seconded by Kent to recommend to Council to approve changes in the Sanitary Sewer Utilities Fees on the City’s Official Fee Schedule. Motion carried unanimously.
- c) **Utilities Fee Changes** – W. Peterson explained that we have received our rate structure from the Public Service Commission (PSC) and they are significant. The rate increases are due to the loss of revenue from the recent closure of LSC Communications (formerly RR Donnelley). Ald. Kent confirmed that there was a public hearing for this and W. Peterson stated that other than City, no one was present. W. Peterson noted that he ranked the City in the County and the top 80 municipalities in Wisconsin; As far as the water rates, we are still lower than 50% of the larger municipalities in the State. The Public Service Commission takes into consideration the Utilities revenues and expenses when determining the new rates. Based on review of past numbers for LSC Communications, the Utilities is estimating a savings of \$36,000 in expenses; however, they lost \$400,000 in revenue. The last time the City did a full rate study was back in 2012 due to the meter replacement program. Back in 2012, the City was able to negotiate with the PSC a rate of return as low as 2%; at that time, we could have been 6.5%. This time the rate of return is 4.9% but because of the cost and steps required to have the structure done, PSC would not allow us to lower our rate of return. W. Peterson reviewed with the Committee other rate changes required by PSC. Moved by Petty, seconded by Kent to recommend to Council to approve changes in the Utilities Fees on the City’s Official Fee Schedule. Motion carried unanimously.
- d) **State/Municipal Agreement** – T. Pinion explained that we are paid certain Highway Aids to maintain STH 33. In addition to maintaining the road, with the 2024 reconstruction, we are required to pay a portion of the design cost. To this project we have added some utility replacement work, which is not cost eligible, and street lighting. The Committee reviewed the updated Summary of Costs for the reconstruction of STH 33. Any additional funds needed will be reviewed at budget time. Moved by Kent, seconded by Petty to recommend to Common Council approving the revised State-Municipal Financial Agreement for a State-Let highway project on Hwy 33 between Lincoln Avenue and the westerly City limits.
- e) **Delinquent Accounts** – The Committee reviewed the list of uncollectible amounts of \$2,209.27 of accounts receivable and \$4,977.79 of Utility accounts receivable. Moved by Petty, seconded by Kent to recommend to Common Council to approve writing off uncollectible accounts. Motion carried unanimously.

- f) **Solar Sauk County** – Mayor Nelson explained that he was approached by the organizers of the Grow Solar Sauk County Program asking if we would act as a host for a “Power Hour”. As a host, we would promote the program on our website, social media, and by displaying printed materials. There is no cost to the City. Moved by Petty, seconded by Kent to recommend to Common Council to approve the City of Baraboo as host for a Solar Sauk County virtual “Power Hour”. Motion carried unanimously.

**Information Items** – None.

**Adjournment** – Moved by Kent, seconded by Petty and carried to adjourn at 6:51 pm.  
Brenda Zeman, City Clerk